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DIARY NOTES

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17 December 1962

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1. When I arrived for work this morning, the garage parking facilities were all occupied. A check indicated that the chauffeurs of the other three Deputy Directors and the Executive Director were all parked there, as well as Mr. [REDACTED] secretary and Mr. [REDACTED] of the Finance Division. I asked [REDACTED] to ensure that this situation was corrected; this was done prior to the close of business.

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2. With Jim Garrison and [REDACTED] I visited [REDACTED]. As usual, there appeared to me to be a lot to be done; however, no one seemed to have any doubt that we would obtain beneficial occupancy on 31 December and that NPIC would be in full operation by 5 January. In connection with [REDACTED] I contacted General Fred Clarke, District of Columbia Engineer Commissioner, to get permission to block off the sidewalk in front of the Steuart Building for a few days during the move. (He has arranged for this; see my Memorandum for the Record.)

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3. Government Services, Inc., has requested (and I have approved) their closing the cafeteria on 22, 23, 24, and 25 December. (I announced this at the Senior Staff Meeting on Tuesday, 18 December.)

4. Larry Houston requested that I telephone John Macy, Chairman of the Civil Service Commission, to alert him to the Virginia tax problem and to seek his assistance. Mr. Macy was very sympathetic and will be in touch with me in a day or so. (See my Memorandum of Conversation.)

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